

REQUEST FOR PROPOSALS
ROSE STREET BRIDGE REPLACEMENT PROJECT
Date of Request: MAY 9, 2019
Proposals Due: June 6, 2019 at 1:00 p.m., Local Time

PROJECT DESCRIPTION AND CONSULTANT SERVICES:

The City of Walla Walla Engineering Division is requesting proposals for complete design engineering services as part of the Rose Street Bridge Replacement Project. The City reserves the right to extend the contract to include construction engineering services at their discretion. This project is funded by a Federal Bridge Local Programs grant with a City of Walla Walla local funding match. The project is located at the intersection of Rose Street and 3rd Avenue that is carried over Mill Creek.

Questions may be directed to Johnny LeMaster, P.E. by email at jlemaster@wallawallawa.gov

General Project Information:

- Project is funded by a Federal Bridge Local Programs grant in the amount of \$3,645,000 and City of Walla Walla local funding.
- The project has a mandatory 11% UDBE goal.
- Consultant shall produce bid ready plans and specifications by no later than October 2020.
- Project specific identified challenges include: Funding limitations, adjacent bridge structures, proximity to City Hall (over 100-year-old structure), right-of-way including federally owned property, impacts to federally owned property, cultural resources, high ADT and the associated traffic detours.
- The anticipated award of the consultant contract is July 10, 2019.

PROPOSAL SUBMITTAL:

To be eligible for consideration as the selected consultant please provide the following:

- Four (4) hard copies of a proposal limited to 12 pages (6 sheets of paper printed duplex) and one (1) electronic PDF copy. This number of pages excludes the cover letter, resumes, dividers, and cover sheet. Submittal shall be printed duplex on 8 ½" x 11" paper with margins set at 1" and have a text font of 11 pt. The use of 11"x 17" paper is allowed and shall count as 2 pages.
- Project understanding that includes, but is not limited to approach, scope of work, innovative cost savings strategies, and a complete schedule for the project from initial design through construction.
- Approach to address the project specific identified challenges.
- Introduction to the firm, its offices and employees.
- Organizational chart for the proposed team to include the project manager and key team members, their rolls, qualifications, experience, unique skills, training that pertains to this type of work, and their capacity. Identify what work will be done by the Prime Consultant and what will be done by subconsultants.

- References including contact name, phone number, and email address from a minimum of three other agencies where your firm/team has completed similar work with WSDOT/FHWA Standards.
- Consultants approach to meet the UDBE goal (UDBE Participation Plan).
- Any other pertinent information relevant for consideration.
- Proposals shall be submitted to Johnny LeMaster, P.E., City of Walla Walla, Public Works Department, 55 E. Moore Street, Walla Walla, WA 99362

REQUIRED PROJECT DELIVERABLES:

- Submittal and completion of all required permits including environmental, cultural, hydraulic, and access.
- The project is not categorically exempt and will require the full Section 106 process to be completed by the Consultant.
- The Adjacent Army Corp of Engineers Plaza, most likely will require a Section 4F process to be completed by the Consultant
- Stream simulation design and fish passage.
- Structural Engineering.
- Determination of appropriate pedestrian facilities for the intersection of Rose Street and 3rd Avenue.
- Design Survey compatible with AutoCAD C3D 2018 or later.
- Identification of existing right of way/property line boundaries and the determination of appropriate right-of-way acquisition, if temporary and/or permanent acquisition is required, and acquisition of such right-of-way. Consultant shall manage this effort.
- Coordination with the Army Corp of Engineers for the removal or reconstruction of their adjacent plaza, and the preservation and protection or relocation of Chief Peopeomoxmox statue.
- Preparation, submittal, and finalization of a geotechnical/subsurface investigation report.
- Submittal of preliminary staging and detour plan. Rose Street is classified as a Principal Arterial with an ADT of approximately 10,000. The staging of work and detour of traffic during construction is a concern for the City.
- Identification and coordination of any impacted public and private utilities.
- Identification and coordination of any impacted adjacent public and private structures.
- Submittal of 50% Conceptual design with two weeks minimum allowed for City review.
- Submittal of 75% Design including Plans, Specifications and construction estimate with a minimum of four weeks allowed for City review. Plan set shall include but is not limited to the following:
 - o Cover, index, general notes
 - o Temporary erosion and sediment control plans
 - o Traffic control and staging plans
 - o Construction plans with corresponding detail sheets
 - o Signing and striping plans
 - o Illumination/street lighting
 - o Applicable standard plans
- Preparation, submittal, and finalization of stormwater management/collection/treatment report.
- Attend and supply visual graphics for up to 2 public outreach meetings.
- Preparation for submittal of all federal grant application requirements pertaining to the project.

- Preparation for submittal of final PS&E for WSDOT review.
- Submittal of Final 100% Design and Specifications with a minimum of four weeks allowed for City review.
- Preparation of final bid documents. (City will bid the project).
- Provide the City with two (2) full size (22" x 34") sets of Plans, 10 reduced size (11" x 17") sets of plans, and 6 sets of the Project Provisions for construction.

SELECTION OF THE CONSULTANT:

Proposals will be evaluated by a committee made up of City employees. The proposals will be evaluated on the criteria noted in the "Proposal Submittal" section and grouped into four (4) basic categories as follows: Introduction (10%), Team (25%), Relevant Work and References (25%), and Project Delivery (40%).

Final selection will be based on the evaluation of proposals and interview(s) per Local Agency Guide Manual. The consultant determined best qualified to perform this project (at an acceptable cost) will be recommended for contract award to the City Council.

The City reserves the right to award the contract to the next most qualified consultant in accordance with the Revised Code of Washington.

The City reserves the right to request clarification of information submitted, and to request additional information from the consultant.

The City will enter into contract negotiations with the Consultant determined to be best qualified.

Work performed under the contract will be on a time and materials basis with a negotiated not to exceed amount.

The City of Walla Walla, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation and Title 23 Code of Federal Regulations, Part 200, Title VI Program and the Related Statutes, issued pursuant to such Acts, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of religion, race, color, national origin, sex, sexual orientation, gender identity, age, disability and low income in consideration for an award. The City of Walla Walla is an Equal Opportunity Employer. Minority and women-owned businesses are encouraged to submit proposals.

LIMITATIONS:

The City reserves the right to modify or withdraw the RFP at any time without prior notice. The City reserves the right at its sole discretion to reject any and all proposals received without penalty. The City may reject proposals without providing the reason(s) underlying the declination. The City also reserves the right to not issue a contract as a result of this RFP. A failure to award a contract will not result in a cause of action against the City. The RFP does not obligate the City to contract for services described herein.

Proposals may be withdrawn prior to the due date. Proposals shall be valid for a period of 90 days after the due date.

PRE-CONTRACTURAL EXPENSES:

The City will not be liable for any costs incurred by applicants in the preparation or submittal of a proposal in response to this RFP, in the conduct of an interview presentation, or any other activities related to responding to this RFP.